

**VILLAGE OF COTTAGE GROVE**  
**PLAN COMMISSION**  
**Thursday, November 17, 2016**

**MINUTES**

**1. Call to order**

The regular meeting of the Plan Commission for November 17, 2016, was called to order by Jack Henrich at 6:30 p.m.

**2. Determination of quorum and that the agenda was properly posted.**

It was noted that a quorum was present and that the agenda was properly posted. Roll Call was taken. Commission members present were: Don Brinkmeier, Kyle Broom, Mick Conrad, Jack Henrich, Phyllis Jones-Morrison, Jon Russell and Fred Schulze. Staff members present were Village Planner Erin Ruth, Village Administrator Matt Giese, Village Attorney Lee Boushea, Village Engineer Mike Maloney and Village Clerk Lisa Kalata.

**3. Pledge of Allegiance**

**4. PUBLIC APPEARANCES** – *Public's opportunity to speak about any subject that is not a specific agenda item.*

None

**5. Discuss and consider the minutes from the Plan Commission meeting of October 27, 2016.**

**Motion** by Schulze to approve the minutes from the October 27, 2016 Plan Commission meeting, seconded by Jones-Morrison. **Motion** carried with a voice vote of 7-0-0.

**6. PUBLIC HEARING: opportunity for public to provide input regarding proposed General Development Plan submitted by Summit Credit Union for a 120,000 to 140,000 square foot corporate headquarters building.**

Peter Tan from Strang presented the proposed General Development Plan for Summit Credit Union. Summit Credit Union would like to build a 120,000 to 140,000 square foot, six story corporate headquarters building in Commerce Park. The public hearing was open at 6:50 p.m. by Henrich. Tom and Ginnie Olson from 2454 Gaston Rd did have questions regarding the driveway. They questioned how often the delivery driveway would be used and if semis would be delivering to the building. They also questioned the berm that is currently there, if the driveway would be lower than the berm. Dean Kalmetron from 2448 Gaston Rd, questioned the parking control at the entrance. There is parking on both sides of the street currently and if semis are going to be delivering to Summit Credit Union, it will be hard to maneuver through the street.

Peter explained that the drive way would have deliveries, but it would be infrequently. The berm would stay in place and the driveway would be lower as it is currently. The Village would look into the parking on Gaston Rd and could address the parking issues as well. The public hearing was closed at 7:30 p.m. by Henrich.

**7. Discuss and consider the proposed General Development Plan submitted by Summit Credit Union for a 120,000 to 140,000 square foot corporate headquarters building.**

**Motion** by Henrich to approve the proposed General Development Plan as submitted by Summit Credit Union for a 120,000 to 140,000 square foot corporate headquarters building as recommended by Staff and the ARC committee, seconded by Conrad. **Motion** carried with a voice vote of 7-0-0.

**8. Presentation of concept plan for proposed Shady Grove subdivision.**

Jim Bricker from JSD Professional Services, Inc. presented the concept plan for Shady Grove subdivision, which would be located off of County BB across from the middle school. This would be a

37-40-acre parcel that would be subdivided for single family, town homes and multi-family units. This would fit well into the Village plan and would connect to Vilas Rd.

**9. Presentation of concept plan for proposed Helgeland property subdivision.**

Chad Wuebben from Encore Homes, Inc., presented the concept plan for the proposed Helgeland property subdivision, which would be adjacent to Westlawn Estates. This would be a single family residential development. It would have to be annexed to the Village, and it would be completed in two phases. They would like to come back to next month's Plan meeting with preliminary plans and would like to start the project by spring of 2017.

**10. Presentation by Madison United Rugby Club.**

Jake Winkler the Executive Director of the Madison United Rugby Club was present to introduce himself to the board. He also wanted the committee to know that they are still looking at building. They just launch some fund raising and will be looking at 2020 to complete the project. Attorney Boushea asked that they look at the current plan that has been approved moving forward.

**11. Comments from Commission Members.**

Russell commented on the potential growth and how it will affect the schools and the utilities. Also the need for a hotel for the Cottage Grove area.

**12. Future agenda items.**

Subdivisions

**13. Adjournment**

**Motion** by Schulze to adjourn at 7:47 p.m., seconded by Jones-Morrison. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk  
Village of Cottage Grove  
Approved: January 11, 2017

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.